Student Engagement & Success
Strategic Planning & Assessment Committee
August 6, 2013
Tarpon Room

Minutes

Present: Drum, Yzaguirre, Howe, Gonzales, Feitel & Berkich
Guests: Nadem-Mollaei, Gonzales, Rodriguez & Brittaine

I. Approval of Minutes – the committee approved the June 4 meetings as presented.

II. Assessment

a. CAS Self-Assessment Update – Action Plans need to be complete and turned in by October 1 for inclusion in the Division Weave Report. Also, they should be included in unit reports where applicable.
   i. Disability Services – In Action Planning phase.
   ii. Counseling Center – In Action Planning phase

b. Assessment Review
   i. Proposals
      1. UCSA-Aloha Days – some suggestions were recommended. The instrument was approved unconditionally but any changes will be submitted to Drum.
      2. UCSA-Panhellenic Recruitment – The instrument was approved pending changes and final copy should be submitted to Drum.
      3. UCSA-Leadership Hour – The instrument was approved pending changes and final copy should be submitted to Drum.
      4. UCSA-Leadership Conference – The instrument was approved pending changes and final copy should be submitted to Drum.
      5. Rec-Leadership Meeting (tabled from June)

   ii. Timeline Reminder:
      1. Due at least one week prior to meeting date (final copy).
      2. Should be presented at least 6-8 weeks prior to proposed administration.

III. University Strategic Planning and Assessment Updates

a. Assessment Council
   i. Director of Assessment and Continuous improvement position – telephone interviews are scheduled.
   ii. Council has not met

b. University Strategic Planning – the leadership team met and provided updates. Please send any concerns to Drum to present to the steering committee.

IV. Learning Outcome Matrix – Drum presented the first draft of the CAS-SES Matrix and the committee began the review process. A special meeting may need to be called to make headway on this project.

V. Meeting Schedule: First Tuesday of Each Month, 3:30-5:00, Island Room